

REGULAR AGENDA MEETING
Mayor and Council
Borough of Harrington Park, New Jersey
January 9, 2012
MINUTES

(PAH) Call Meeting to Order

Time: 7:03PM

Mayor's Announcement:

In compliance with Chapter 231, Public Law 1975, adequate notice of the meeting was made. It is included in the Annual Meetings posted on the bulletin board in the Municipal Center. Copies have been mailed to the BERGEN RECORD, SUBURBANITE and THE NORTHERN VALLEY PRESS. A copy has been filed with the Borough Clerk, and copies have been mailed to individuals requesting the same.

(ALB) Roll Call:

Councilman Napolitano-Present	Councilman Roth-Present
Councilman Quantmeyer-Present	Councilman Dunlea-Present
Councilman Evanella-Absent	Councilwoman Chung-Present

Also present:

Ms. Ann H. Bistriz, Borough Clerk

PAH announced that he would like Councilmembers to speak to their respective departments for grant consideration. He plans on meeting with Marlene Casey, Grant Writer to discuss the specific areas where funds may be available. This would include any Stormwater management work, the cemetery and road resurfacing.

PAH also requested that Council put a side a couple of evening for budget discussions- perhaps the following Mondays for a few hours, tackling the big departments first. JR was asked if he agrees or perhaps would like to try a different approach. JR in agreement-Mondays should work best.

Suspension of Business

JD Motion to suspend the regular order of business for discussion of the following:

Second GQ

AIF

(RD) Revaluation Proposals

Mr. Damiano, Tax Assessor discussed the proposals received from three companies to provide services for a town wide revaluation to start this Spring. He has worked with all the companies and they are competent and professional. He still needs to receive some additional items so he can compare and prepare a spread sheet for Council to review. All documentation should be ready for the January 16, 2012 meeting. Costs range between \$117,000 and \$131,000 (Certified Appraisers, Approved Appraisers and Realty Appraisers). Rates all include field inspections, resident sessions and tax map approval.

(AEM) Budget Overview

AEM still needs paperwork from the DPW and has not received anything from Recreation Department. She will consider the Department budget the same amount as 2011. The DPW is still working on some numbers.

The State of New Jersey is requiring that the 2012 Budget be approved by February 29, 2012. The public hearing and adoption needs to be held no later than April 20, 2012. AEM feels this is a doable schedule. Worksheets will be handed out at the January 16, 2012 meeting for review by Council prior to budget meetings. The Borough is allowed to raise the budget by \$108,574.00 (2 1/2%), however, the Borough has had a decline in revenue and surplus that needs to be considered. AEM would like Council to consider meetings on Monday night since she is available to discuss anything regarding the budget at that time. Council was in agreement and asked AB to advertise January 23, 30, February 6 for Budget meetings starting at 7pm.

JR and GQ will not be available at the February 21 meeting due to vacation week from school. GE will need to be contacted to assure proper council attendance.

GQ asked if the UWR appeal has been taken into consideration. AEM stated that RD has already adjusted the 2012 amount, however we will need to consider revaluation to slow down the impact of tax appeals on the Borough's surplus.

Individual Committee Reports

(AN) Planning Bd., Bd. of Adjustment, Construction, Fire

(GQ) Recreation Commission, Environmental Commission Personnel & Performance Evaluations

Request by EC to have the DPW re-varnish the Beechwood Entrance Sign.

Trees are down across the walking paths in Beechwood that also need to be cleared.

EC budget request for an Overlay map that can help facilitate grants. EC members will come in to make a presentation. Currently GQ does not know what grants are available.

(GE) Police, Municipal Court, Public Assistance

(JR) Finance, Administration & Exec., Grants, Newsletter

Set Meeting Dates for Budget Meetings

(JD) DPW, Recycling, Building & Grounds

Bleachers will be purchased for the Fields. JR would like the consideration of allocating some funds for backstops if they are needed more than the bleachers. JD added that Sports Boosters will be matching the money.

(JC) Board of Health, Sanitation Liaison to Board of Education

Board of Health meeting this evening - Chicken Ordinance will be discussed. There will also be discussion of a required Dog Census planned for Spring 2012.

Board of Education-Legislation is currently at the Assembly-Bill #4360 which proposes to move the Board of Education Elections to November unless the budget is increased over the 2% Cap. This should reduce the budget of school boards and municipalities.

(PAH) Mayor Hoelscher

Old Business

(ALB) 81 Highland Avenue

Mr. Zavarino has reviewed the area as well as overhead photographs that date back almost 10 years. This area has been fairly cleared of trees, however a rubble wall that was placed by the town has been removed and new steps constructed. Trees from Phase II Highland can be planted in the area if Council is desirous. In the interim, Mr. Dineen should provide homeowner with documentation to remove the steps and to no longer cut the grass and maintain the property.

New Business

(ALB) Newsletter Advertising

.GOV Website

ALB has met with UWR and they are willing to work with the town to help finance and produce a mailed newsletter. Once costs are figured out ALB would like to go out for advertising. She has had a lot of interest to pursue this.

It is also time for the Borough to have a website that has in-house access. The Police are required to have a .gov address to help enable the procurement of grants. The newsletter and website go hand in hand and perhaps the funding raised through advertising can subsidize part of the website. Municipal Alliance can fund some of the costs as well. The Borough Hall's IT company has quoted very reasonable service costs since the Borough already holds a quarterly service contract with them. The website would be backed up off site daily so current information will always be available.

(PAH) Library Board Appointment Correction

It has come to his attention that the appointments for the Library Board for the Mayor and the Superintendent are incorrect terms. Ms. Heldman will advise the corrections after their next Board meeting.

Neglia Engineering Proposal-Agreement for Professional Services

Correspondence distributed with the three options Neglia Engineering provides. Council chose to continue with the same option as in the previous two years. Resolution will be prepared for the January 16, 2012 meeting.

Formal Action

Resolutions, Motions and Ordinances

(JD) Asphalt Testing-Parkside IV-Project Closeout Requirement-Addendum A

Approval of resolution provides the services necessary for paving projects. GQ asked which project this entails. AB was unable to determine if it was for a current paving

project or for a future grant application. She will speak with Neglia prior to next week's meeting.

Tabled at this time.

Items for the Monthly Regular Meeting: January 16, 2012

Minutes: Agenda Meeting December 12, 2011
Regular Meeting December 19, 2011

Adjournment-Time:

Motion: JR

Second: JD

Vote: 7:48pm

Addendum A

RESOLUTION-Tabled

Asphalt Core Drilling and Testing-Authorization to Proceed

WHEREAS, it has been determined that as part of The Parkside IV Paving project, asphalt core drilling and testing is necessary prior to the commencement of paving, and

WHEREAS, a Proposal of Services was received from Key-Tech for the estimated amount of \$1,555.00 and

NOW, THEREFORE IT BE RESOLVED, that the Mayor and Council have given the "AUTHORIZATON TO PROCEED" to Key-Tech so the Parkside IV paving project may proceed.